Housing Advisory Committee Minutes: August 09, 2021

11:00 a.m. - 1:30 p.m.
George Di Ciero City and County Building
City Council Conference Room

Committee Members:

Present: Chair Anthony Kassel, Vice-Chair Bob Munroe, Joy Castillo, Alan Feinstein, Mindy Quiachon (phone), Councilmember Sharon Tessier

Absent: JB Peters, Councilmember Elizabeth Law-Evans

Others Present: Council Member Heidi Henkel, Marrty Dormish (phone), Cheryl St. Clair

Staff Members: Anna Bertanzetti, John Hall, Debbie Hughes, Branden Roe, Lisa Sacker

Guests: Village Coop
        Austin Allen
        Spencer Harold
        Andrew Schafer

Proceedings: The meeting was called to order at 11:10 a.m. by Chair Anthony Kassel

1. Committee Roll Call (quorum present) and Approval of July 12, 2021, Meeting Minutes
   a. Alan Feinstein motioned to approve; seconded by Joy Castillo.

2. Introductions and Guest Comments
   a. No guest comments.

3. Developer presentation - Village Cooperative - Spencer Harold & Austin Allen
   Village Coop - HAC Information Form - 08.09.21
   Village Coop - Presentation - 08.09.21
   Village Coop - Memorandum to HAC - 08.09.21
   a. Real Estate Equities Development
      i. operating since 1972
      ii. over 100 projects, 9000 homes
      iii. roots = rental
      iv. 2004 → transitioned to cooperative housing
      v. 41 village cooperatives currently open
         1. in order to keep community feeling, limited to 50-200 unites
      vi. how cooperative work:
         1. each member owns a share
         2. coop owns the property, pays the mortgage, property taxes and operating expenses
         3. members elect a Board of Directors consisting of 5 members and 3 staff member; BOD manage the by-laws
b. Highlights of Village Cooperative Broomfield
   i. 58 homes - seniors only
   ii. several floor plans; 890-1550 sq ft.
   iii. 3-story building; front faces south
   iv. underground heated parking; some surface parking
   v. Guest Suite that may be reserved for visitors
   vi. Community Room
   vii. Fitness Club
   viii. Reading areas
   ix. Raised garden beds
   x. Elevator service; 1 per 60 units
   xi. located just north of Highlands Trail & 136th

c. Key Principles
   i. Non-speculation → controlled value → Coop will maintain the right to be able to ‘buy back’
   ii. Shares → sold upon opening
   iii. Increase 3% equity per share/year
   iv. Monthly fees → $1200-2300 - covers operating costs; range based on size of home/floor plan; in accordance with 80% AMI
   v. Finance through HUD 213 program; allows for long-term affordability; 40-yr fixed rate loan; intent is assistance for senior housing
   vi. Sub-lease allowed but not common
      1. subject to Board approval
      2. must qualify - age restrictions; monthly fees still required
   vii. Occupancy standards per HUD
      1. unrelated individuals may live together; both must meet age restrictions

d. Affordable Housing Commitment
   i. 58 units
   ii. 10% requirement = 6; aim is to commit to at least 15%
      1. presentation shows commitment to 17 units over three floors

e. Comments/Questions
   i. Where are most purchases coming from?
      1. History shows that 80% of purchases are within a 5-10 mile radius; more recently, moves to follow children to Colorado
      2. Others that already live in a coop community, watch where new coops are being built and move to a new cooperative
   ii. Pros of sale vs rental?
      1. pride of ownership
      2. $150,000/share; increase 3% per share per year ($4500/yr)
      3. in 5 yrs - increase = $22,000
      4. in the event of sale → complete /Re-sale Request Forms’
         a. typically 1-2 mos marketing in budget
         b. no charges, no fees, no guarantee
         c. Coop has first option to buy back and sell to waitlist
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iii. Approval process for prospective owners?
   1. Interest → reserve home
   2. Waitlist if more signed than available
   3. Subscription Agreement → like purchase agreement
   4. Underwrite per HUD guidelines
   5. Resources to buy share and income verification
      a. No financing for the share
   6. HUD for approval
      a. HUD requirement; cost cannot be more than 46% income
   7. Re-sale → same process
   8. Broker’s license not required; working with shares
   9. Board will approve sale
      a. Does not go through financials
      b. Property Mgmt goes through waitlist in order
   10. Most moving out of SFH
      a. 30% selling home; 40-50% buying with cash

iv. Timeline?
   1. Looking to break ground summer 2022
   2. 15-18 mos to build

v. What do the fees include?
   1. HUD mortgage
   2. Property taxes
   3. Insurance
   4. Operating utilities
   5. Staff
   6. Maintenance
      a. Two reserve accounts are set up
         i. Replacement
         ii. Operating Reserve
   7. Excess funds → invested in CDs, etc.

vi. Additional points discussed
   1. Ability to live independently is not a requirement
   2. Pets are allowed
   3. Removal due to finances
      a. By-laws state if no payment → Board can sell share;
         balance owed withdrawn; excess refunded
   4. Health by-laws
      a. Coop works with family for services in-home

vii. HAC supports the project

4. Subcommittee Updates
   a. Communications
      i. Several weeks of content have been updated in the BHAC Social Media Calendar
      ii. Broomfield Voice - Housing Made Attainable
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b. IHA
   i. IHA to City Council
      1. Study Session planned for 9-21-21
      2. IGA to Council planned for 10-12-21
         a. Workshops held in lieu of other sub-committee meetings
            until IGA goes to Council
         b. Staff preparing Council memos

c. Finance
   i. Need to determine how to prioritize requests for ‘cash-in-lieu’ funds.
      1. Cash Flow report from developer
      2. Letter of Commitment
         a. Crosswinds @ Artista
         b. Northwest Apartments
            i. Staff will connect with developers and draft a proposal for the committee

5. Upcoming Concept Reviews to City Council
   a. Next Concept Reviews scheduled for 8-31-21
      i. Study Session - Broomfield Town Square
      ii. The Applicant, Staff, Land Use Renewal Committee and other board & commission have the opportunity to present/comment on each agenda item
         1. HAC members are encouraged to attend and give comment
            a. This is the only opportunity to take a personal interest in a project; comments are made as a Housing Advisory Committee member but from a personal perspective and not on behalf of the entire board.
            b. Committee members requested that a HOLD be sent as a calendar invite to remind them of the Concept Reviews.
               i. Lisa added HOLD for Concept Review dates to HAC members calendars

6. Other Committee/Staff Updates
   a. Planning Session for the Unhoused - Debbie/Sharon Tessier
      i. BCSN Housing Update Mtg - willing to take on some communications; trying to put a face to homelessness
   b. Service & Support
      i. Hotel Vouchers - Code Blue
         1. Marrty Dormish will not be leading this year
      ii. First priority - keeping families housed; harder after the fact
      iii. Eviction Moratorium - TBD
      iv. Engage → come to the table with solutions

Next regular meeting date - September 13, 2021, 11:00 a.m.

**NOTE: Other sub-committee meetings and the HAC Planning Meetings will be temporarily suspended during Council memo planning phase but are planned to resume after 10-12-21. Please reference coming calendar notices

Meeting adjourned at 1:07 PM